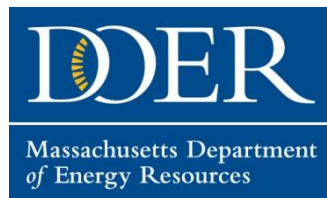


**Description of Program and
APPLICATION**

**COMMONWEALTH OF MASSACHUSETTS
DEPARTMENT OF ENERGY RESOURCES**



**MASSACHUSETTS OUTDOOR HYDRONIC HEATER
CHANGE-OUT PROGRAM**

Request for Proposals

Total Available Funding is \$120,000.00
ANTICIPATED NUMBER OF AWARDS 10-20

APPLICATION DEADLINE: 3 PM, NOVEMBER 3, 2009

PROGRAM OUTLINE

Commercial, residential and agricultural outdoor hydronic heaters (OHH) (also known as outdoor wood boilers) can cause nuisance and health problems for abutters because of their emissions of harmful air pollutants. The definition of an outdoor hydronic heater for the purposes of this program is a fuel burning device:

- designed to burn wood or other approved solid fuels;
- that the manufacturer specifies for outdoor installation or installation in structures not normally occupied by humans (e.g., garages); and
- that heats building space and/or water via the distribution, typically through pipes, of a fluid heated in the device, typically water or a water/antifreeze mixture.

The Commonwealth seeks to prioritize existing OHHs that require replacement and provide replacement funding based on, but not limited to, the following criteria:

- the demonstrated threat to public health and safety posed by location and past operation of the OHH;
- distance of the OHH to neighboring properties;
- population density of the area;
- proximity of the OHH to sensitive populations including but not limited to children, elderly, or people with asthma or other respiratory ailments; and
- replacement of the OHH with a biomass fuel heating system that features the best available air pollution control technology and (at a minimum) that complies with MassDEP's regulations for cleaner burning units (if applicable to the new unit).

Eligible applicants include agricultural producers, commodity associations, agricultural support organizations, Massachusetts companies and homeowners/individual citizens who demonstrate that they have explored all possible remedies, including increasing the stack height and setback distance to neighbors, and potential retrofits to eliminate the existing nuisance conditions.

Other requirements that must be met include a demonstration that the replacement system will:

- meet the local Board of Health requirements
- is allowed under Mass Department of Environmental Protection (DEP) regulations 310 CMR 7.26 (50) through (54) found at <http://www.mass.gov/dep/air/laws/regulati.htm#owb> (if applicable) and that
- the replacement equipment (if an OHH) is listed at: <http://www.mass.gov/dep/air/community/certohh.htm>

FUNDING AND PAYMENT OF GRANT FUNDS

Maximum funding level per Grantee will be capped at \$20,000. Any costs in excess of the amount approved by DOER will be the responsibility of the applicant.

Successful applicants will be notified of the results of the Massachusetts Department of Energy Resources (DOER) evaluation in a letter of authorization to proceed (this is the “Grantee”). The installation must be completed within 12 months of the date of DOER’s authorization. DOER may withdraw the award if this deadline is not met. Once the Grantee has completed installation of the approved system, a signed affidavit must be submitted to the DOER (see section below and application form). In order to receive reimbursement, applicants must supply a list of all costs associated with the project. No administrative expenses will be funded and no costs over the amount originally authorized in the DOER letter of authorization will be provided unless at the sole discretion of the DOER these costs are deemed acceptable and funding is available.

APPLICATION REVIEW, SYSTEM ACQUISITION AND DISPOSAL

A review of the application will be conducted by a review team consisting of, but not limited to, individuals from the Massachusetts Department of Agricultural Resources (DAR), the Executive Office of Energy and Environmental Affairs (EOEEA), DOER and DEP. The review team reserves the right to request further information from the applicant during the review process.

After an applicant has received the DOER’s letter of authorization to proceed, in order to receive payment, the owner shall submit the following information:

- a signed affidavit that includes the following:
 - (a) confirmation that the new heating equipment was installed in conformance with the information submitted with the application and the existing OHH was removed and scrapped or rendered permanently inoperable;
 - (b) an invoice or sales receipt showing the replacement heating appliance, installation and disposal costs not to exceed the original DOER authorization;
 - (c) agreement that the replacement unit shall be operated in compliance with the Massachusetts Air Quality Regulations at 310 CMR 7.26(50) – (54) if the replacement unit is an OHH and that the unit shall be operated so as not to cause a condition of air pollution or nuisance;
 - (d) agreement that the replacement unit shall be operated in compliance with any local regulations or by-laws that may be in effect; and
 - (e) the size (heat output) of the replacement unit is appropriate for the application.
- Documentation of proper disposal of non-aqueous heat-exchange fluid, should the project entail taking such fluid out of service.

The Commonwealth will hold no financial or ownership interest in the system. In addition, it is the responsibility of the Grantee to ensure that warranties are in place to cover the system for the duration of this program, which is three years.

The Grantee is responsible for ensuring that existing systems to be replaced are disposed of in accordance with Commonwealth's solid waste and hazardous waste disposal laws and regulations. Disposal costs are eligible for funding.

The Grantee will be required to attend a half day workshop sponsored by the Department of Energy Resources on the best management practices for operating systems provided by this grant.

PROGRAM ADMINISTRATION

The Grantee will manage the installation of the system, will insure that the system is installed in a timely manner, necessary inspections take place, all applicable permits are obtained, and all applicable labor requirements are met.

Employees or representatives of the Massachusetts DEP, DAR or DOER may, at their election, perform site visits. Said visit may be at any time including a viewing of the project site and/or products prior to DOER issuing a letter of authorization, during or after construction is undertaken after a letter of authorization is received, or after installation is complete. The Grantee will be notified at least seven calendar days prior to a site visit.

PROGRAM REPORTING

There are no program reporting requirements for this grant.

Application Deadline: Printed applications must be received by Robert Rizzo at the Massachusetts Department of Energy Resources, 100 Cambridge Street, 10th Floor, Suite 1020, Boston, MA 02114 not later than 3 PM November 3, 2009. Electronic applications will be accepted in Microsoft Word or as a PDF to Robert.Rizzo@state.ma.us and also must be received prior to 3 PM November 3, 2009.

APPLICATION

Organization Name or Name of Individual:	Applicant Email:
Street:	City:
Zip Code:	Main phone #:
Name of Manufacturer and Installer of certified OHH or other biomass utilization equipment not subject to 310 CMR 7.26(50) – (54):	
If the applicant is an agricultural producer commodity association, agricultural support organization, please describe.	

- 1) Installation Location Description: Describe the location where the proposed installation will take place, as well as the layout of the existing system being replaced, including proximity to property line and/or neighbors, proximity and description of sensitive receptors (such as hospitals, schools, day care centers, senior centers). A site plan or sketch should be attached with distances to property lines provided.**

- 2) **Existing Equipment Information:** Manufacturer, size (Btu), model, serial number, and other description of the existing equipment that is to be replaced.
- 3) **Existing OHH Problem(s):** Describe the problem(s) created by the existing OHH. Describe efforts you have explored related to all other possible remedies to comply with MassDEP regulations, including increasing the stack height and setback distance to neighbors, and potential retrofits to eliminate the nuisance conditions.
- 4) **Proposed Equipment Information:** Provide details on the replacement¹ equipment that is an Outdoor Hydronic Heater certified for sale & installation in Massachusetts that will be purchased as a result of this grant <http://www.mass.gov/dep/air/community/certohh.htm> (if applicable) or information to support the claim that the replacement equipment features the best available air pollution control technology (i.e., indoor stick wood, wood chip or pellet or other biomass fuel utilization unit not subject to 310 CMR 7.26(50)) and vendor quotation for this equipment. Specify fuel to be utilized, i.e. wood pellets, stick wood, etc. Attach construction drawings, specifications including manufacturer, model, size (Btu), or equivalent documentation. Include

¹ Hand fired units that greater than or equal to 1 mmBtu/hr and automatic feed units that are greater than or equal to 3 mmBtu/hr require CPA and formal BACT determination. For exempt units, BACT would need to be determined in consultation with MassDEP.

description and provide costs of additional materials required beyond the OHH equipment and labor associated with on-premises construction related activities for the replacement system.

- 5) Existing Equipment Disposal:** Describe the specific activities involved in disposal of the existing equipment. Provide costs for disposal of existing equipment. Provide name and contact person of disposal company.

- 6) Funding Amount Information:** Describe in detail the amount of funding requested, the amount of money the applicant will provide, and the anticipated beginning and end dates of the project installation. Include costs of additional materials required beyond the fuel utilization equipment. Also include labor associated with on-premises construction related activities for the replacement system. Attach a copy of the vendor's equipment, material and installation quote. Attach any warranty provisions.

- 7) Local/Other Approval and/or Permitting Evidence: Attach evidence of installation approval or permitting by the local Board of Health and any others having local jurisdiction in this matter. All required applicable local or state permits such as building, electrical, wetland, or others must be in place before funding will be provided.**

Applicant Certification (To be completed and signed by Applicant's Authorized Representative.)

By my signature I certify that I (name) _____ Title: _____, have the authority to seek funding under this program on behalf of (applicant) _____. I furthermore certify that I have the authority to commit the funds necessary to fund the project as I've declared in this application. After receipt of the DOER authorization to proceed, I will diligently try to meet the schedule that I have outlined in the application. Upon completion of final installation, I will sign an affidavit confirming the installation to Robert Rizzo at the DOER. I understand that an inspection may be conducted as part of the review of this application and/or after final construction. Payment will be made directly to the vendor or installer unless otherwise approved by the DOER.

I attest that all of the information in this application is accurate to the best of my knowledge.

Applicant Name (Print)

Signature

Title / Company (if applicable)

Date